



COUNTY OF PLACER CIVIL SERVICE COMMISSION

Monday – August 12, 2013

AGENDA **4:00 PM Closed Session** **4:30 PM Open Session**

CIVIL SERVICE COMMISSION
JOHN COSTA
RON LE DOUX, **Chair**
DON NELSON, **Vice-Chair**
ANDRAE RANDOLPH
RICK WARD

Nancy Nittler, Personnel Director
Kellie Craig, Executive Secretary

Placer County Personnel – Training Room
145 Fulweiler Avenue, Suite 200
Auburn, CA 95603
530-889-4060

Placer County is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you are hearing impaired, we have listening devices available. If you require additional disability-related modifications or accommodations, including auxiliary aids or services, please contact the Executive Secretary. If requested, the agenda shall be provided in appropriate alternative formats to persons with disabilities. All requests must be in writing and must be received by the Executive Secretary five business days prior to the scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated only if time permits.

4:00 PM ROLL CALL

CLOSED SESSION – PURSUANT TO GOVERNMENT CODE

I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS

- A. (Subdivision of (b)(1) of Government code Section 54957)
Title: Various/County Code Chapter 3, Section 3.12.02

4:30 PM OPEN SESSION

FLAG SALUTE

- I. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957**
- II. AGENDA APPROVAL**
- III. MINUTES OF PREVIOUS MEETING – July 8, 2013**
- IV. PUBLIC COMMENT:** Persons may address the Commission on items not on this agenda. Please limit comments to 3 minutes per person since the time allocated for Public Comment is 15 minutes. If all comments cannot be heard within the 15-minute time limit, the Public Comment period will be taken up at the end of the regular session. The Commission is not permitted to take any action on items addressed under Public Comment.
- V. OLD BUSINESS - None**

VI. NEW BUSINESS

- A. Approval of merit increases for classified employees pursuant to Section 3.04.650 (progression in steps) of the Placer County Code.
- B. Facility Services – Classification Study of the Building Maintenance Division of Facility Services and Revisions to the Building Craft Mechanic Classification Series.
- C. Request for approval of Work out of Class Pay pursuant to Placer County Code Section 3.08.510 (C.)(5.) (c.) for employee(s) assigned to the department(s) of Assessor and Health and Human Services.

VII. COMMUNICATIONS - Reports to the Commission are informational items only. **(No action will be taken)**

- A. Provisional appointment - (1) Admin Services & (1) Library
- B. Report of leaves of absence
- C. Staff reports and correspondence
 - 1. Diana Rohr Memorial Choose to Be Positive Annual Award 2013.
 - 2. Michelle Beauchamp promotion to Sr. Personnel Analyst.
- D. Commissioner comments

VIII. ADJOURNMENT

Civil Service Commission 2013 Meeting Schedule

Placer County Personnel – Training Room

September 9, 2013 – **Tahoe**
October 15, 2013
November 12, 2013
December 9, 2013